

REORGANIZATION MEETING  
JANUARY 7, 2005 - 7:00 PM

The meeting began at 7 p.m.

1. Salute to Flag was conducted.

2. Emergency Exits were pointed out by the Supervisor.

3. Roll Call:

Councilman Devine	Present
Councilman Russell	Present
Councilwoman Doyle	Present
Councilman Carroll	Present
Supervisor Hundt	Present

4. Motion to accept Town of Amenia Rules of Procedure.

MOTION: S/Hundt

SECOND: C/Carroll

ROLL CALL: C/Carroll - yes                      C/Devine - yes  
                    C/Doyle - yes                      C/Russell - yes  
                    S/Hundt - yes

5. Motion to establish Date/Time/Place for Scheduled Town Board Meetings:

Workshop - 2nd Thursday of the month - 7:00 PM

Regular Meeting - 3rd Thursday of the month - 7:00 PM

Place: Town Hall - 36B Mechanic Street, Amenia, NY -

MOTION: S/Hundt

SECOND: C/Russell

ROLL CALL: C/Carroll - yes                      C/Devine - yes  
                    C/Doyle - yes                      C/Russell - yes  
                    S/Hundt - yes

6. Motion to appoint the Town Clerk: Gail Hermosilla.

MOTION: S/Hundt

SECOND: C/Doyle

ROLL CALL: C/Carroll - no                      C/Devine - no  
                    C/Doyle - yes                      C/Russell - yes  
                    S/Hundt - yes

7. Motion to establish elected officials' salaries as noted -

Elected Officials' Salaries:

Supervisor - \$16,560.

Councilmen (4) - \$ 5,175.each

Sole Assessor - \$21,900.

Justices (2) - \$13,000.each

Town Clerk - \$24,000.

Highway Superintendent - \$46,620.

MOTION: S/Hundt

SECOND: C/Doyle

ROLL CALL: C/Carroll - yes                      C/Devine - yes  
                    C/Doyle - yes                      C/Russell - yes  
                    S/Hundt - yes

8. Motion to accept appointments and salaries as noted -  
Appointments - with Salaries:

- A. Bookkeeper - \$26,000. - Rosemary Greer -  
Treasurer to Water District - \$6,000. - Rosemary Greer -  
Deputy Treasurer to Water District - \$2,500.00 Jane Callahan -  
and, Overtime with Rosemary Greer, as needed - \$13.50/hr.

Attorney for the Town, Planning Board/ZBA -  
- Michael Hayes, Esq. -  
- \$100./hr. - Court \$125./hr. -  
- Kimberlea Rea, Esq. - per contract for Old Amenia Landfill -  
Budget Director - \$ 5,000.- Supervisor/Bookkeeper -  
Assist.to Supv/Project Administrator - \$16./hr. -  
- Lana Anguin-Cohen -  
- Assistant/s - Michelle Lull & Claudia Rinaldi - \$13.00/hr.  
Planning Board Chairman - \$2,500. - George Fenn, Jr. -  
Code Enforcement Officer - \$25.00/hr(20hrs wk.max.) & mileage -  
- Michael Segelken -  
Zoning Administrator - \$25.75/hr(15-20 hrs.wk max) Nancy Brusie -  
CEO Administrative Assistant - \$13.50/hr. - Katrina Gore -  
Videographer - \$1500. - Gary Bonds -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

- B. Water Treatment Operator (WTO) - \$ 21,800. - Gary Bonds -  
Assistant W.T.O. - \$ 1,200. - Michael Butts -

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

- C. Motion to accept appointments and salaries as noted -  
Planning Board & ZBA Recording Secretary - \$13.00/hr.  
- Susan Metcalfe -  
Alternate Secretary - \$13.00/hr.  
Assessor Clerk - \$10,440. - Donna Morrison -  
Assessor Data Collector - \$1,800. -  
Deputy Town Clerk - \$14.00/hr. - Patty Barron -  
Deputy Tax Collector - \$2,200. - Patty Barron -

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

- D. Motion to accept appointments and salaries as noted -  
Dog Control Officer - \$6,000. - John Tublewicz -  
Custodian Town Rooms - \$14.00/hr. - Howard Sigler -  
Town Constable - \$4,600. - John Conto, Sr. -  
Justice Clerk - \$2,400.- Maureen Moore for Justice Norm Moore  
Justice Clerk - \$2,400.- to be announced -  
Transfer Station Attendant (2) \$15.50/hr. each  
1. Jack Rooney -

2. Dennis Rooney -  
Mowing of Leedsville Cemetery - \$65./per - George Hoffman -  
Election Custodians - \$265. plus mileage -  
- each primary and election

1. Richard Howard -  
2. William "BJ" Murphy -  
Election Inspectors (16) - \$13./hr. (appt. in June `05)

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

E. Highway Personnel:

Foreman - Andy Wheeler - \$18.50/hr.  
Laborers - Megan Chamberlin - \$16.50/hr.  
- Allen Wilbur - \$18.00/hr.  
- Joseph Whitehead - \$17.50/hr.  
- Gordon Whiteley - \$17.00/hr.  
Office Manager - Judith Carlson - \$12.75/hr. +mileage

MOTION: S/Hundt  
SECOND: C/Russell  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

F. Motion to execute agreement to spend highway funds in 2005.

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

G. DC Youth Grant Program - Instructor - \$2,935. -  
- Assist. - \$ 900.  
- Contractual \$900. -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

9. Appointments without Salaries:

A. Deputy Supervisor - Vicki Doyle -  
B. Town Historian - Ken Hoadley -  
C. Deputy Highway Supt. - Richard Stearns -  
D. Deputy Zoning Administrator - Lana Anguin-Cohen -

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

E. Registrar of Vital Statistics - Town Clerk -  
Records Management Officer - Town Clerk -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

F. Damage Control Officer - John Tublewicz -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

10. Bonding - town Officials

Supervisor & Bookkeeper - 40 thousand  
Treasure/Dpty Water Dist. - 2 thousand each  
Project Admin.to Pl.Brd - 2 thousand  
& ZBA  
(Assistants - 2) - 2 thousand each  
T/Clerk and Deputy Clerk -150 thousand  
(includes Tax Collector/Dpty)  
Building Inspector - 2 thousand  
Zoning Administrator - 2 thousand  
Justices (2) - 4 thousand each  
Highway Supt. - 2 thousand  
Highway Office Manager - 2 thousand

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

11. Motion to establish mileage reimbursement @ \$.40 per/mile -

MOTION: S/Hundt  
SECOND: C/Russell  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

12. Motion to pay bills by resolution: Utilities, Postage Meter,  
Copy Machine Maintenance, rents, debt service, employee  
benefits -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

13. Motion to name M & T Bank Corp. and Bank of Millbrook the  
official depositories for Town funds -

MOTION: S/Hundt

SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

14. Motion to name the Millerton News, Harlem Valley Times, and the Poughkeepsie Journal as the official Town newspapers -

MOTION: S/Hundt  
SECOND: C/Russell  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

15. Motion to authorize use of tape recorder by all boards for aid with minutes - tape does not replace minutes -

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

16. Motion to appoint Town Board Member and alternate to represent Town of Amenia at the Association of Towns Meeting in NYC -  
Jim Devine was appointed with Roger Russell as alternate.

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

17. Motion to accept committees as noted:

Town Board Auditors Committees -

General Fund - (2) Bill Carroll & Vicki Doyle  
Highway Fund - (2) Jim Devine & Roger Russell  
Water District - (2) Bonnie Hundt & Roger Russell

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

18. Motion to accept appointments as noted:

Town Board Appointments to Standing Committees -

Recreation Committee - (2) R.Russell/B.Carroll  
Affordable Housing - (2) B.Hundt/R.Russell  
Wastewater Committee - (2) B.Hundt/V.Doyle  
Enhancement/Townscape - (2) J.Devine/V.Doyle  
Conservation Advis. Council - (2) R.Russell/V.Doyle  
Emergency Response/Safety - (2) B.Hundt/W.Carroll  
CPIC (Comprehensive Plan) - (2) V.Doyle/J.Devine -  
Ethics - (2) V.Doyle/J.Devine  
Fountain Square - (2) B.Hundt/J.Devine  
Holiday of Lights - (2) V.Doyle/W.Carroll  
Alternate to all Standing Committees - Supervisor -

MOTION: S/Hundt

SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

19. Motion to designate Emergency Interim Successors (3) for Dutchess County Emergency Response -  
Council Members: B.Carroll, R.Russell & J.Devine

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

20. Motion to authorize Supervisor's Bookkeeper to do pre-audit functions of vouchers including math accuracy, checking for sales slips, delivery slips and paid bills signed by municipal employee receiving goods -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

21. Motion to authorize that checks may be signed for the Supervisor by a device commonly known as a check signer -

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

22. Motion to authorize a charge of \$20. on each check tendered as payment and returned for insufficient funds including lost payroll checks -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

23. Motion to authorize Supervisor's bookkeeper to make certificate of deposit investments of available idle funds -

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

24. Motion that the Town Board audit town officers' financial records by 1/20/05 per Town Law 123 -

MOTION: S/Hundt  
SECOND: C/Devine  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

25. Motion that monthly bank reconciliations of Town Clerk funds, and quarterly bank reconciliations of all funds be made by an outside party.

MOTION: S/Hundt  
SECOND: C/Russell  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

26. Motion that monthly budget reports be distributed to all department heads by Bookkeeper.

MOTION: S/Hundt  
SECOND: C/Doyle  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

27. Motion that the Town Board has the responsibility to authorize the attendance of all officers and employees at conferences and training sessions not specifically required, as per General Municipal Law 77-b -

MOTION: S/Hundt  
SECOND: C/Devine  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

28. Motion to authorize Supervisor to sign the agreement with Harlem Valley Partnership for membership and fee of \$2,500. as budgeted -

MOTION: S/Hundt  
SECOND: C/Devine  
ROLL CALL: C/Carroll - no C/Devine - no  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

29. Motion to accept 2005 schedules for the Zoning Board of Appeals and the Planning Board.

MOTION: S/Hundt  
SECOND: C/Carroll  
ROLL CALL: C/Carroll - yes C/Devine - yes  
C/Doyle - yes C/Russell - yes  
S/Hundt - yes

30. Supervisor's 2005 Goals:  
a. adoption of Comprehensive Plan  
b. Sewer project  
c. affordable housing  
d. recreation

31. Town Board Comments

32. Public Comments

33. Adjournment

Respectfully submitted,

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Gail Hermosilla,  
Amenia town Clerk

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